

**MINUTES
FOR THE REGULAR MEETING
CALIFORNIA UNEMPLOYMENT INSURANCE APPEALS BOARD
Docket No. 5432**

1. Opening of Meeting:

The Appeals Board convened at 4 p.m., May 21, 2003, in Palm Springs, with Chair Cynthia K. Thornton presiding.

2. Roll Call: Members

Present

Absent

Cynthia K. Thornton, Chair

X

Miller Medearis, Vice Chair

X

Jack Cox

X

Elihu M. Harris

x (via phone)

Don L. Novey

x (via phone)

Virginia Strom-Martin

X

3. Approval of the Minutes:

The minutes of the April Board meeting were approved.

4. Chair's Report:

Chair Thornton reported that she and Chief ALJ/Executive Director Jay Arcellana met with the staff of the San Diego, Orange, and Sacramento Appeals Offices, and also Appellate Operations in April as part of their regular office visitation schedule. These meetings are very constructive in the sharing of information between management and employees, and they plan to maintain them as a regular course of business.

5. Chief Administrative Law Judge/Executive Director's Report:

Chief ALJ/Executive Director Jay Arcellana commended Randy Petersen, Hugh Harrison, Stephen Angelides, and Jeanette Perez, along with the Chief's Office and the Planning and Program Management Branch for their fine work in putting together the Judicial Forum.

Chief ALJ/Executive Director Arcellana reported he and staff have had meetings with the Department of Personnel Administration, the Labor Agency, and the Governor's Office on three main issues: PALJ salaries, Appeals Supervisor II salaries, and a complete delegation of authority for the ALJ II class.

Chief ALJ/Executive Director Arcellana also reported that the Department of Finance had recently issued its May revisions, which in pertinent part project decreases in both PYs and funding for the CUIAB for the rest of this fiscal year and for the next fiscal year, 11.3 PYs/\$925,000 for FY 02/03 and 67.5 PYs/5.7 million

for FY 03/04. Both reductions should be covered, per our negotiations with the administration, by available Reed Act funds.

Chief ALJ/Executive Director Arcellana acknowledged ALJ Sotelo's hard work in putting together the Forum this year.

7. Branch Reports:

a. Chief ALJ/Executive Director Arcellana reported that the Judicial Forum had provided an opportunity to have a very useful and successful statewide meeting with the PALJs and AS IIs, something they have not been able to do for some time due to budgetary and travel restrictions.

Chief ALJ/Executive Director Arcellana also provided information on the field's most recent workload numbers, reporting that April verifications were the second highest for this FY, at 25,500, and the highest for dispositions at 24,600. This represents the third out of the last four months in which verifications exceeded dispositions, caused primarily by the federal extensions and the continuing rise in unemployment.

Chief ALJ/Executive Director Arcellana's last item was the promotional examination, currently in progress, to move the calendar clerks from the Office Technician classification to the Program Technician classification, in recognition of the increased complexity of their work.

b. Deputy Chief ALJ Julie Krebs, Appellate Operations Branch, commended ALJ Clevenger for 25 years of service.

Deputy Chief ALJ Julie Krebs reported that Appellate Operations met all three time lapse requirements for the month of April, with the highest number of dispositions since 1999, when records first started being kept.

c. Deputy Director Pam Boston, Administrative Services Branch, reported that the Department of Finance is requiring all state agencies to conduct a security audit of their information technology systems. At the same time, the CUIAB has arranged with the CHP to conduct a physical security assessment of its field offices.

Finally, the IT Branch will be making a presentation of the CUIAB's new Intranet site later in the meeting, and special acknowledgment should go to Dave Goebel, Sharen Peterson, and Nakesha Robinson.

d. Deputy Director Mary Walton-Simons, Planning and Program Management Branch, reported that the second support staff conference is being planned for this year in August, and there will be four individual conferences so that the offices of appeals can continue functioning by rotating their staff to the conferences.

Deputy Director Mary Walton-Simons noted that John Dickerson of her staff has been assisting the Labor and Workforce Agency in the development of their Strategic Plan, that additional interpreter training was conducted earlier this month in Los Angeles by Martha Silva and Bob Mendoza, and finally recognized the IT staff for their assistance to P&PM in the development of their webpage on the Intranet.

8. Chief Counsel's Report:

Chief Counsel Ralph Hilton summarized his two written reports concerning court case litigation and Board member workload, noting that three court cases were closed in April, with the Board prevailing in each case, and further that each Board member decided 444 cases in April.

Chief Counsel Ralph Hilton also reported that he, Chief ALJ/Executive Director Arcellana, and Deputy Director Pam Boston met with two investigators from the Bureau of State Audits in April concerning a Whistleblower Act complaint about the Agency's use of Administrative Time Off. Further information about the investigation, to the extent allowed under the law, will be provided when it becomes available.

9. Unfinished & New Business:

Informational Presentation on the Agency's Intranet website, "theBench", by Paul Prestwich, Information Technology Chief.

10. Public Comment:

Patrick O'Neal, UI Regional Appeals Coordinator, U. S. Department of Labor, expressed their concern about California's failure to meet DOL performance standards for the past several years. Mr. O'Neal stated he is hopeful that, notwithstanding California's budgetary problems, the CUIAB will use all federal funding provided for the purposes of the UI program, to work toward meeting those standards. Mr. O'Neal also stated, notwithstanding these concerns, DOL fully supports the current management of the CUIAB, and that they are very impressed with the total professionalism and dedication of the CUIAB staff.

Both Chair Thornton and Chief ALJ/Executive Director Arcellana expressed their thanks and appreciation to Patrick O'Neal and the DOL for their continuing support.

11. Closed Session:

The regularly scheduled Board meeting adjourned, and the Board went into closed session. No votes were taken on any matters in closed session.